



METHOD STATEMENT

CONSTRUCTION VEHICLE MAINTENANCE

WHAT work is to be undertaken?

The management, handling and upkeep of vehicles on site.

WHERE are the works to be undertaken?

Farm 29, Calcutta Public Cemetery and Memorial Park, Stellenbosch

WHEN are the works to start, what is the anticipated finish date?

Date of commencement:

Date of completion:

HOW are the works to be undertaken?

Procedures:

- **Pre-Maintenance Inspection:**

- Conduct a thorough inspection of all construction vehicles before maintenance to identify any potential issues or defects.
- Ensure that all vehicles are parked on a level surface and that the handbrake is activated to prevent accidental movement.

- **Maintenance Activities:**

- Perform regular maintenance tasks, including checking and topping up fluids (engine oil, coolant, brake fluid), inspecting brakes, tires, and lights, and ensuring all safety features are functioning correctly.
- Use designated maintenance areas that are equipped with spill containment measures, such as drip trays, to prevent any leaks or spills from contaminating the environment.
- Replace or repair any faulty parts or components immediately to ensure the safe and efficient operation of the vehicles.

- **Cleaning and Servicing:**

- Clean construction vehicles regularly to remove any buildup of dirt, mud, or debris that could affect their performance.
- Service vehicles according to the manufacturer's recommended schedule to maintain optimal performance and extend their lifespan.

Environmental Protection:



- **Spill Prevention:**

- Implement spill containment measures, including the use of drip trays, spill kits, and bunded areas, to prevent any oil, fuel, or chemical spills during maintenance activities.
- Regularly inspect and maintain spill containment equipment to ensure their effectiveness.

- **Waste Management:**

- Dispose of all waste materials, including used oil, filters, and cleaning rags, in accordance with local environmental regulations.
- Segregate and store waste materials in designated containers to prevent cross-contamination and ensure proper disposal.

- **Emissions Control:**

- Regularly inspect and maintain vehicle exhaust systems to minimize emissions and comply with local air quality regulations.
- Use low-emission fuels and environmentally friendly lubricants whenever possible.

Emergency Procedures:

- **Immediate Response:**

- Halt all maintenance activities immediately if a spill or leak is detected.
- Use spill kits to contain and clean up any spills promptly.

- **Incident Investigation:**

- Investigate the cause of any spills or leaks and take corrective action to prevent future occurrences.
- Document the incident and the corrective measures taken in an incident report.

- **Corrective Actions:**

- Review and update maintenance procedures to prevent future spills and leaks.
- Provide additional training to maintenance staff on spill prevention and response measures.

Records:

- **Documentation:**

- Maintain detailed records of all maintenance activities, including pre-maintenance inspections, repairs, and servicing.
- Keep an inventory of all waste materials and their disposal methods.
- Document any spills or leaks and the corrective actions taken to address them.

DECLARATIONS



1) **PERSON UNDERTAKING THE WORKS**

I understand the contents of this Method Statement and the scope of the works required of me. I further understand that this Method Statement may be amended on application to the signatories hereunder and that the Environmental Control Officer will audit my compliance with the contents of this Method Statement.

_____ (Print name)

(signed) _____ Dated: _____

2) **ENVIRONMENTAL CONTROL OFFICER**

The work described in this Method Statement, if carried out according to the methodology described, is satisfactorily mitigated to prevent avoidable environmental harm:

_____ (Print name)

_____ (signed) Dated: _____

3) **RESIDENT ENGINEER/ENGINEER REPRESENTATIVE/CLIENT**

_____ (Print name)